



DRAFT

Date: March 8, 2004

To: Redevelopment Agency Board Members

From: Melanie S. Fallon, Executive Director

Subject: **Independent Study of Redevelopment – Citywide**

RECOMMENDED ACTION

It is recommended that the Redevelopment Agency finalize and approve the Request for Proposals for an Independent Study of Redevelopment including the Scope of Work, Selection Criteria and Deliverables and take any other actions as necessary.

BACKGROUND

The proposed Independent Study of Redevelopment has been discussed at several Agency Board Meetings, including three special sessions dedicated solely to the topic of Independent Study. The Special Meetings held on January 20, 2004, February 3, 2004 and February 19, 2004 were very productive and generated significant public comment. The draft Scope of Work was revised and updated to reflect input from the public and the Agency Board during these discussions. At the February 19, 2004 meeting, the Agency Board approved the Scope of Work, but directed that staff delay the release of the Request for Proposals (RFP) until Selection Criteria was developed.

The Agency Board had previously requested that, along with the inclusion of the Scope of Work, a record of ongoing public comments be provided as an addendum to the RFP. Due to the length and complexity of the public comments from February 19, 2004, staff does not feel that a brief written summary could accurately convey the thoughts and ideas expressed during the meeting. Audio transcripts from this meeting will be made available to interested consultants.

Staff has developed Selection Criteria and Deliverables to be included with the RFP and Scope of Work. The Selection Criteria is based on both standard criteria used in consultant selection and on specific wants and needs identified by the Agency Board and community. The suggested deliverables identifies only the minimum reports expected to be produced by consultants. It will still be the prerogative of the consultant as to how they address the Scope of Work.

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Respectfully submitted,

MELANIE S. FALLON
EXECUTIVE DIRECTOR

APPROVED:

GERALD R. MILLER
CITY MANAGER

Attachments: Exhibit A – List of Possible Consultants
 Exhibit B – Request For Proposals

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